

DISTRICT COURT OF THE VIRGIN ISLANDS
OF THE UNITED STATES



CHAMBERS OF
GEORGE W. CANNON
MAGISTRATE JUDGE

3013 ESTATE GOLDEN ROCK
CHRISTIANSTED, ST. CROIX
VIRGIN ISLANDS 00820-4355
(340) 773-1601 • FAX: (340) 773-5416
EMAIL: GEORGE_CANNON@VID.USCOURTS.GOV

FOR UPLOAD TO THE WEBSITE

April 25, 2005

M E M O R A N D U M

TO: Virgin Islands Bar Association
All Attorneys, Public and Private
FROM: George W. Cannon, Jr.
U.S. Magistrate Judge
RE: 1. Changing Dates for Pretrial Conferences
2. Court Administrative Procedures

Since the retirement of Judge Resnick, some old habits have come back to the members of the bar. I would like you to adhere to previous memoranda that Judge Resnick put out from time to time.

1. Any attorney wishing to change the date or time of a pretrial conference must first contact my chambers and obtain a list of available dates and times from my calendar. The requesting attorney must then contact all other counsel in the case to determine a mutually acceptable date and time and notify my office. Attorneys who do not show up to conferences that are scheduled by the Court and have not requested any change or called the Court with any problems, will be held in contempt and sanctioned.
2. All motions and stipulations requiring orders must be accompanied by **separate orders**. The orders must contain a distribution list including facsimile numbers of attorneys residing on the other island. If you merely endorse "so ordered" on the motion or stipulation, do not expect a copy of any order to be returned to you.